



Loudoun County, Virginia

Division of Procurement
1 Harrison St, SE 4th Floor
Leesburg, Virginia 20175

May 21, 2020

NOTICE TO OFFERORS

ADDENDUM NO. 1

RFQ 232782

The following changes and/or additions shall be made to the original Request for Proposal No. 232783, Conceptual Design and Planning Services for a County Wide Linear Parks and Trails System. Please acknowledge receipt of this addendum by signing and returning with your Proposal.

1. The purpose of this addendum is to respond to questions received.

Prepared By: Christopher Bresley/s/ Date: 5/21/2020
Contracting Officer

Acknowledged By: _____ Date: _____

Questions and Answers

Q1: Our Firm is interested in the referenced RFQ. We do have a couple of questions about Section 4.0.

Please see below:

1. Related to section 4.1. Is it accurate to assume that the project team should meet the 3 comparable examples request?
2. Similarly, related to 4.2, can the firm's Principal demonstrate 10 plus years of project management experience related to this effort?

A1: 1.) A description of the three comparable projects identified in Section 4.1 is to be provided in your proposal per section 8.0E and will be used to evaluate the Offeror's experience as it relates to the RFP Scope of Services.
2.) Yes, however, per Scope of Services Section 5.1 the County expects the individual identified in the Offeror's proposal demonstrating 10 years of experience to be the Consultant's Project Manager, the County's single point of contact, and to manage the project.

Q2: I'm writing in regards to the RFQ solicitation (# 232782) for the County Linear Parks and Trails system. I lead the Landscape Architecture Studio for our firm, which also includes Civil Engineering, Survey and Dry Utility design, and am very interested in this opportunity. The question that I have is more of a general inquiry into the intent and desires for this project.

The specific experience expressed in the RFP focuses specifically on trail projects, and I wanted to see how much flexibility might be had in that. While we have worked on some trail systems in the past, most longer than 8 years ago, we have similar projects that we would rely on. This includes athletic facilities, parks, and other developments that included sections of trails, bike paths and connections to other trail systems. The sole purpose of these projects was not the trails themselves, but incorporation of and consideration of this within a larger trail system.

That being said, I believe that we are equipped to assist in a project such as this and utilize all of our internal team skills to making a successful project, but also don't want to waste our or the Counties time, if you see not having the specific experience as an instant elimination to our team.

We would love the opportunity to start engaging in the Loudon County Area, and appreciate any insight or information you might be able to provide. Thank you for your time, and I look forward to hearing from you.

A2: The County cannot make preliminary determinations, and will evaluate each proposal as indicated in Section 7.0 and 8.0 of the Request for Proposal.

Q3: My firm is interested in pursuing RFQ 232782: Conceptual Design and Planning Services for a County-Wide Linear Parks and Trails System. I was wondering if

there is anything we need to do in terms of registration with Loudoun County. I think I was able to register our firm (confirmation email below), but I just wanted to reach out to check to make sure there is nothing else I need to do to register WRT to be eligible to pursue this opportunity. Can you please confirm?

A3: There is no requirement to register with the County, however, I would like to bring to your attention Paragraph, 9.18, Proof of Authority to Transact Business in Virginia in the instructions for submitting a proposal. Please make sure your firm meets this requirement.

End of Questions & Answers